

ENTERPRISE FUNDS



This section contains the budgets for three of the City’s enterprise funds. Two other enterprise funds for electric and water are located in the Burbank Water and Power section. These funds are used to account for operations financed and operated in a manner similar to a private business enterprise.

The funds in this section include:

Water Reclamation and Sewer Fund	Fund 494
Golf Fund	Fund 495
Refuse Collection and Disposal Fund	Fund 498

Water Reclamation and Sewer Fund

Fund 494



The City's Water Reclamation Plant and Sewer System is run as a separate enterprise, funded exclusively by sewer connection fees and monthly charges. General Fund revenues are not used to support this fund's operations, which is administered by the Public Works Department.

ABOUT WATER RECLAMATION & SEWER FUND

The Water Reclamation and Sewer Fund Division comprises four sections: Engineering & Design, Industrial Waste Permitting & Inspection, Plant Operations & Maintenance and Collection System Maintenance. Operation and maintenance of the City's Water Reclamation Plant, Industrial Waste Monitoring and some aspects of enforcement are all provided by contracted professional services.

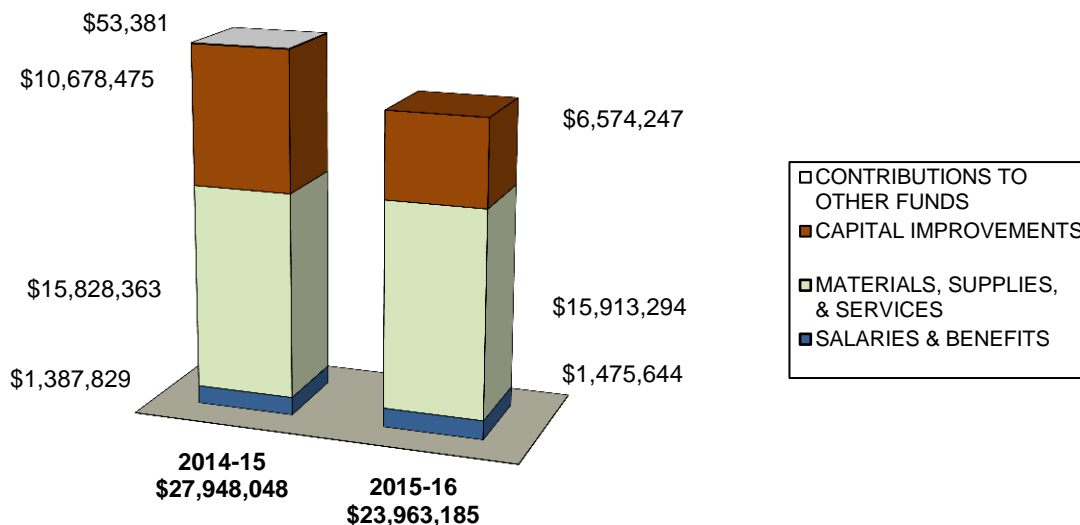
Other program functions include issuing sewer permits, collecting and updating sewer fees, preparing reports and studies relating to the City's Sewer Master Plan and infrastructure needs and coordinating activities with the City of Los Angeles, state and federal regulating agencies.

Information on Sewer Fund debt service obligations and payment schedules can be found in the Budget Summaries section under Outstanding Bonded Debt Service Requirements.

FUND SUMMARY

	EXPENDITURES 2013-14	BUDGET 2014-15	BUDGET 2015-16	CHANGE FROM PRIOR YEAR
Staff Years	11.397	11.397	11.397	
Revenues and Other Income	\$ 16,074,204	\$ 16,739,674	\$ 18,234,242	\$ 1,494,568
Salaries & Benefits	\$ 1,405,383	\$ 1,387,829	\$ 1,475,644	\$ 87,815
Materials, Supplies, Services	12,150,531	15,828,363	15,913,294	84,931
Capital Improvements	2,365,246	10,678,475	6,574,247	(4,104,228)
Contributions to Other Funds		53,381		(53,381)
TOTAL	\$ 15,921,160	\$ 27,948,048	\$ 23,963,185	\$ (3,984,863)

FUND SUMMARY



Water Reclamation and Sewer Fund

Engineering and Design Section

494.PW23A



The Engineering & Design Section provides for present and future needs of the community related to the collection, treatment and disposal of residential, commercial and industrial wastewater in compliance with federal, state and local regulatory agencies; coordinates with other City agencies and organizations for wastewater management; and organizes, plans and performs all administrative, operational and maintenance functions for wastewater related facilities and capital improvement projects.

OBJECTIVES

- Administer the operation and maintenance contract for the City's Water Reclamation Plant and associated facilities.
- Coordinate with other City departments on projects related to sewage collection, treatment and disposal.
- Coordinate with City of Los Angeles for all activities related to contracts between Burbank and LA for treatment and disposal of wastewater and waste sludge to the LA Wastewater Treatment System.
- Coordinate with U.S. Environmental Protection Agency (EPA), Regional Water Quality Control Board, and South Coast Air Quality Management District for regulations pertaining to the Burbank Water Reclamation Plant.
- Plan, design and execute capital improvement projects for present and future wastewater management facility needs.
- Perform all tasks related to establishment and implementation of sewer service and facilities charges.

		EXPENDITURES FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
STAFF YEARS		2.297	2.297	2.297	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 211,935	\$ 204,464	\$ 219,940	\$ 15,476
60006	Overtime Non-Safety	662	3,191	3,191	
60012	Fringe Benefits Non-Safety	36,439	38,553	35,610	(2,943)
60012.1008	Fringe Non-Safety - Retiree	43	1,148	1,144	(4)
60012.1509	Fringe Non-Safety - Pension	42,389	43,360	48,871	5,511
60012.1528	Fringe Non-Safety - Workers Comp	6,845	1,713	1,928	215
60020	Project Salaries	(37,100)			
60021	Project Salaries Overhead	(16,321)			
60027	Taxes Non-Safety			3,189	3,189
60031	Payroll Adjustment	1,544			
		246,436	292,429	313,873	21,444
MATERIALS, SUPPLIES, SERVICES					
62085	Other Professional Services	\$ 230,213	\$ 374,000	\$ 203,000	\$ (171,000)
62140	Special Services	562	3,000	3,000	
62220	Insurance	438,985	455,874	500,042	44,168
62235	Services of Other Dept - Indirect	135,592	154,750	252,431	97,681
62240	Services of Other Dept - Direct	53,795	52,518	33,659	(18,859)
62300	Special Departmental Supplies	1,166	1,200	1,200	
62420	Books & Periodicals		200	200	
62475	F532 Vehicle Equipment Rental	41,429	52,276	32,982	(19,294)
62485	F535 Comm Equip Rental	16,406	19,766	19,613	(153)
62496	F537 Computer Equip Rental	18,256	16,832	17,512	680
62755	Training	1,307	5,500	5,500	
62895	Miscellaneous	761	800	800	
63005	Depreciation - Building	795,986	780,695	777,632	(3,063)
63010	Depreciation - Infrastructure	2,000	2,000	2,000	
		1,736,458	1,919,411	1,849,571	(69,840)
CONTRIBUTIONS TO OTHER FUNDS					
85101.0531	Contribution to Fund 531		\$ 53,381		\$ (53,381)
			53,381		(53,381)
PROGRAM TOTAL		\$ 1,982,894	\$ 2,265,221	\$ 2,163,444	\$ (101,777)

Water Reclamation and Sewer Fund

Industrial Waste and Inspection Section

494.PW23B



The Industrial Waste Permitting & Inspection Section provides industrial/commercial waste management to fully comply with federal, state and local regulations.

OBJECTIVES

- Develop and enforce the local pretreatment program and enforcement regulations in full conformance with the U.S. EPA, California Regional Water Quality Control Board, State Water Resources Control Board and other local agency regulations.
- Coordinate with appropriate federal, state and local agencies in regard to industrial/commercial wastewater management.
- Administer the contract for field activities of the local pretreatment program/enforcement.
- Plan, develop, and execute industrial waste capital improvement projects.
- Comply with the National Pollution Discharge Elimination System (NPDES) Storm Water permit.

		EXPENDITURES FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
STAFF YEARS		1.250	1.250	1.250	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 146,199	\$ 135,173	\$ 142,487	\$ 7,314
60006	Overtime Non-Safety	260			
60012	Fringe Benefits Non-Safety	18,839	22,060	19,882	(2,178)
60012.1008	Fringe Non-Safety - Retiree	63	625	623	(2)
60012.1509	Fringe Non-Safety - Pension	29,494	26,829	29,999	3,170
60012.1528	Fringe Non-Safety - Workers Comp	3,967	838	1,026	188
60020	Project Salaries	79,657			
60021	Project Salaries Overhead	33,124			
60027	Taxes Non-Safety			2,066	2,066
60031	Payroll Adjustment	772			
		312,375	185,525	196,083	10,558
MATERIALS, SUPPLIES, SERVICES					
62085	Other Professional Services	\$ 2,213	\$ 36,000	\$ 36,000	
62170	Private Contractual Services	1,434,531	1,524,721	1,489,364	(35,357)
62235	Services of Other Dept - Indirect	61,802	71,130	87,596	16,466
62420	Books & Periodicals		1,000	1,000	
62435	General Equip Maint & Repair	63,967	142,525	100,000	(42,525)
62700	Memberships & Dues	2,486	22,515	22,515	
62755	Training		575	575	
62895	Miscellaneous	19	200	200	
62496	F537 Computer Equip Rental	247	308	320	12
		1,565,265	1,798,974	1,737,570	(61,404)
PROGRAM TOTAL		\$ 1,877,640	\$ 1,984,499	\$ 1,933,653	\$ (50,846)

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



The Plant Operations and Maintenance Section provides the treatment and disposal of residential, commercial and industrial wastewater generated in the City and protects the receiving water quality.

OBJECTIVES

- Treat approximately nine million gallons per day of industrial, commercial and residential wastewater at the City's Water Reclamation Plant.
- Treat approximately two million gallons per day of wastewater and sludge at the City of L.A. Hyperion Treatment Plant.
- Oversee contract operation of the City's Water Reclamation Plant.
- Coordinate with U.S. EPA, State Water Resources Control Board and California Regional Water Quality Control Board relative to obtaining and complying with necessary permits, reporting requirements, etc.
- Evaluate, plan, design and execute capital improvement projects needed to meet the NPDES permit requirements.

		EXPENDITURES	BUDGET	BUDGET	CHANGE FROM
		FY 2013-14	FY 2014-15	FY 2015-16	PRIOR YEAR
STAFF YEARS		0.850	0.850	0.850	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 103,910	\$ 103,731	\$ 109,329	\$ 5,598
60006	Overtime Non-Safety	114			
60012	Fringe Benefits Non-Safety	16,908	15,506	13,667	(1,839)
60012.1008	Fringe Non-Safety - Retiree	10	425	423	(2)
60012.1509	Fringe Non-Safety - Pension	22,325	22,429	22,687	258
60012.1528	Fringe Non-Safety - Workers Comp	3,097	643	787	144
60020	Project Salaries	(42,557)			
60021	Project Salaries Overhead	(16,804)			
60027	Taxes Non-Safety			2,066	2,066
60031	Payroll Adjustment	1,930			
		88,933	142,734	148,959	6,225

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



		EXPENDITURES FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
MATERIALS, SUPPLIES, SERVICES					
62000	Utilities	\$ 879,814	\$ 960,000	\$ 960,000	
62085	Other Professional Services	6,448	50,000	50,000	
62135	Governmental Services		3,302,928	2,750,000	(552,928)
62170	Private Contractual Services	2,298,884	2,503,364	2,583,439	80,075
62230	BWP Billing Service	877,552	905,905	905,905	
62235	Services of Other Dept - Indirect	160,386	199,764	268,806	69,042
62316	Software and Hardware	1,061	12,000	12,000	
62415	Uncollectible Receivable	109,193			
62420	Books & Periodicals		150	150	
62435	General Equip Maint & Repair	187,228	126,822	111,313	(15,509)
62475	F532 Vehicle Equipment Rental	46,721	41,761	39,086	(2,675)
62496	F537 Computer Equip Rental	3,113	1,008	1,048	40
62735	Emissions and Permit Fees	129,058	130,000	135,000	5,000
62755	Training		395	395	
62820	Bond Interest and Redemption	1,070,176	615,133	437,325	(177,808)
62825	Bond Issuance Costs	(151,307)	20,078		(20,078)
62830	Bank Service Charges	1,900			
62830.1000	Credit Card Merchant Fees	10,543	13,814	13,814	
62895	Miscellaneous	13	150	150	
63000	Depreciation - Land	315,724	315,724	315,724	
63005	Depreciation - Building	922,686	922,686	922,686	
63010	Depreciation - Infrastructure	357,844	354,782	385,915	31,133
63015	Depreciation - Machinery	89,585	50,717	137,681	86,964
63020	Depreciation - Other Facilities	816,341	816,341	816,341	
63025	Depreciation - Other Assets	15,602	15,602	15,602	
		8,148,565	11,359,124	10,862,380	(496,744)
CAPITAL IMPROVEMENTS					
15022.19261	Plant Op. Improvements	\$ 272,760	\$ 612,539	\$ 1,461,124	\$ 848,585
15022.20091	Water Rec Plant HVAC Repl	97,792			
15022.21727	Water Rec Plant Roofs Rep & Maint			65,000	65,000
15032.19260	Sanitary Sewer Rep & Upgrades	1,556,655	900,000	900,000	
15032.20558	Beachwood Force Main Repl	363,091	8,000,000	1,275,000	(6,725,000)
15032.21718	Providencia Relief Sewer			1,500,000	1,500,000
15052.15210	Hyperion Capital Construction		1,035,936	1,243,123	207,187
		2,290,298	10,548,475	6,444,247	(4,104,228)
PROGRAM TOTAL		\$ 10,527,796	\$ 22,050,333	\$ 17,455,586	\$ (4,594,747)

Water Reclamation and Sewer Fund

Sewer Maintenance Program

494.PW23D



Collection System Maintenance consists of a seven person sewer crew and four vehicles: a combo vactor-jet truck, a jet truck, a CCTV inspection van and a pickup truck. The crew is able to clean all 230 miles of the City's sewer collection system each year and video inspect approximately 60 miles per year.

OBJECTIVES

- Clean 230 miles of the City sewer system.
- Respond to all reported sewer stoppages.
- Check and clean the Mariposa pumphouse twice a month.
- Check and clean various trouble areas, siphons, manholes, restaurants and mainlines with root problems on a monthly basis.
- Repair and remodel manholes and construct and repair sewer and drainage lines.
- Check six stormwater pump houses before storms for operational readiness.
- Video inspect main sewer lines for damage assessment.

		EXPENDITURES FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
STAFF YEARS		7.000	7.000	7.000	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 469,000	\$ 451,108	\$ 469,192	\$ 18,084
60006	Overtime Non-Safety	6,876	32,261	32,261	
60012	Fringe Benefits Non-Safety	116,153	110,254	102,912	(7,342)
60012.1008	Fringe Non-Safety - Retiree	104	3,500	3,486	(14)
60012.1509	Fringe Non-Safety - Pension	100,656	95,766	108,940	13,174
60012.1528	Fringe Non-Safety - Workers Comp	63,654	74,252	93,135	18,883
60020	Project Salaries	849			
60021	Project Salaries Overhead	347			
60027	Taxes Non-Safety			6,803	6,803
		757,639	767,141	816,729	49,588
MATERIALS, SUPPLIES, SERVICES					
62000	Utilities	\$ 25,113	\$ 34,000	\$ 34,000	
62135	Governmental Services	8,100			
62170	Private Contractual Services	76,927	100,000	400,000	300,000
62235	Services of Other Dept - Indirect	353,215	356,665	755,621	398,956
62300	Special Departmental Supplies	7,982	22,000	22,000	
62380	Chemicals		10,625	10,625	
62435	General Equip Maint & Repair	52,668	41,238	41,238	
62475	F532 Vehicle Equipment Rental	69,415	119,762	126,971	7,209
62485	F535 Comm Equip Rental	12,077	15,413	15,276	(137)
62496	F537 Computer Equip Rental	4,137	4,447	6,505	2,058
62700	Memberships and Dues	1,380	1,400	1,400	
62755	Training	4,198	4,300	4,300	
63015	Depreciation - Machinery	56,191	12,164	24,207	12,043
63035	Depreciation - Vehicle	28,840	28,840	21,630	(7,210)
		700,243	750,854	1,463,773	712,919
CAPITAL IMPROVEMENTS					
15032.20549	Sewer Maintenance Hole Repair		\$ 50,000	\$ 50,000	
15042.17533	Repair of Pump Stations	74,948	80,000	80,000	
		74,948	130,000	130,000	
PROGRAM TOTAL		\$ 1,532,830	\$ 1,647,995	\$ 2,410,502	\$ 762,507

Water Reclamation and Sewer Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS 2013-14	STAFF YEARS 2014-15	STAFF YEARS 2015-16	CHANGE FROM PRIOR YEAR
Administrative Officer	0.100	0.100	0.100	
Assistant PW Director - Wastewater	1.000	1.000	1.000	
Civil Engineering Associate	1.000	1.000	1.000	
Civil Engineering Assistant	1.000	1.000	1.000	
Collection System Journeyman	3.000	3.000	3.000	
Collection System Supervisor	1.000	1.000	1.000	
Collection System Worker	3.000	3.000	3.000	
Principal Clerk	0.100	0.100	0.100	
Senior Clerk	0.100	0.100	0.100	
Senior Administrative Analyst	0.097	0.097		(.097)
Administrative Analyst II			0.097	-(.097)
Senior Civil Engineer	1.000	1.000	1.000	
TOTAL STAFF YEARS	11.397	11.397	11.397	

Golf Fund

495.PR27A



The City of Burbank, with oversight from the Park, Recreation and Community Services Department, contracts the daily operations and management of the DeBell Golf Course facility to S.S. Golf, Inc. The DeBell Golf Course facility consists of an 18 hole course, a 9 hole course, a 3 par course, a driving range, and a clubhouse. The maintenance and operational costs of the DeBell Golf Course, as well as the financial support for all capital improvement projects related to this facility, are completely funded by green fees and rent received from the operator.

OBJECTIVES

- Provide the community with an aesthetic, challenging and well maintained public golf complex.
- Oversee the lease and operations agreement with S.S Golf, Inc. to manage the Debell Golf Course facility.
- Complete the golf course capital improvement projects as defined in the Capital Improvement Program (CIP) document.
- In conjunction with the Park, Recreation and Community Services Board and the Golf Fund Oversight Committee, review and make recommendations on matters related to the operations of the DeBell Golf Enterprise Fund.

CHANGES FROM PRIOR YEAR

Beginning in FY 2015-16, principal payments on debt will commence. Refer to the Budget Summaries section under the Projected Change in Financial Position for information on Golf Fund debt principal payments.

	EXPENDITURES FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
REVENUES AND OTHER INCOME	\$ 1,887,000	\$ 409,500	\$ 349,000	(60,500)
MATERIALS, SUPPLIES, SERVICES				
62000 Utilities	\$ 314,594			
62085 Other Professional Services	6,826			
62170 Private Contractual Services	525,304	92,000	20,000	(72,000)
62215 Insurance Supplement	9,829			
62220 Insurance	25,285			
62235 Services of Other Dept - Indirect	254,484	191,312	185,081	(6,231)
62300 Special Departmental Supplies	35			
62450 Building Grounds Main and Repair	32,732			
62496 F537 Computer Equip Rental	765	747	777	30
62815 Note Interest Expense	25,468	25,500	58,869	33,369
62895 Miscellaneous	2,182			
63000 Depreciation - Land	77,473	26,748	27,608	860
63005 Depreciation - Building	414,218	414,218	414,218	
63010 Depreciation - Infrastructure	3,192	3,192	3,192	
63014 Depreciation - Park	3,487	3,487	3,487	
63015 Depreciation - Machinery	23,130	23,130	23,130	
	1,719,004	780,334	736,362	(43,972)
CAPITAL IMPROVEMENTS				
15012.20979 Irrigation Improvements	\$ 17,195			
15012.20980 Golf Cart Pathway Improvements	6,575			
15022.13635 DeBell Clubhouse Replacement	(38,732)			
15022.20106 Golf Course Seismic Retrofit	10,045			
	(4,917)			
PROGRAM TOTAL	\$ 1,714,087	\$ 780,334	\$ 736,362	\$ (43,972)

Refuse Collection and Disposal Fund

Fund 498



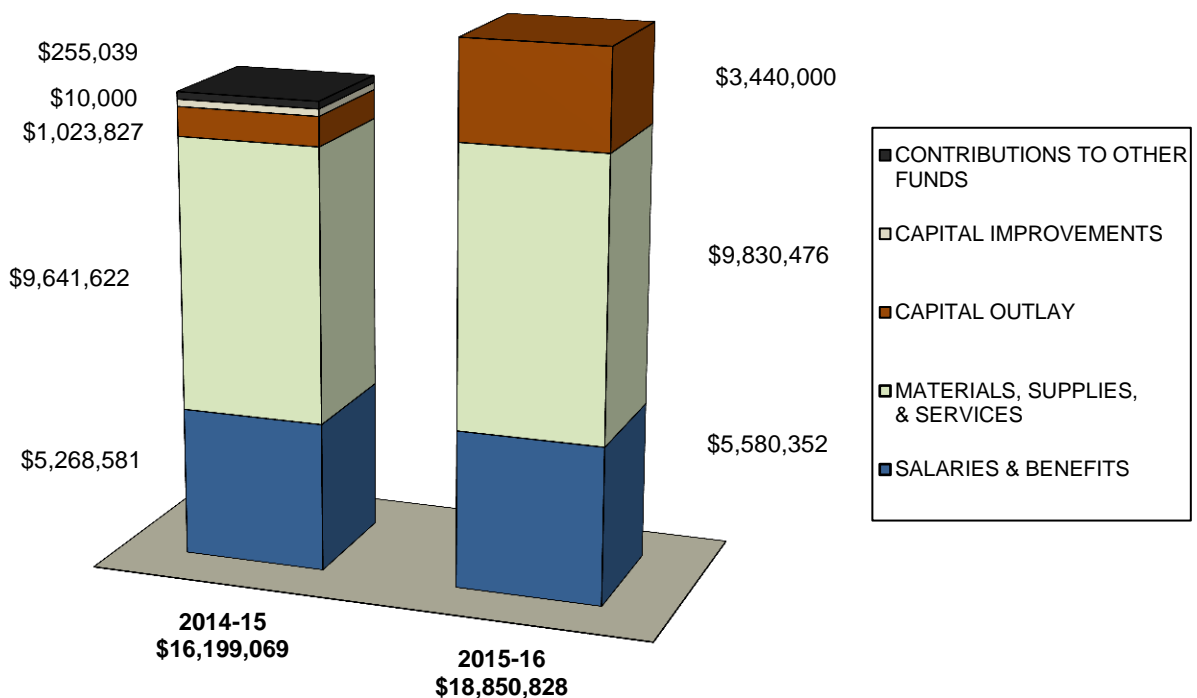
The Refuse Collection and Disposal Fund consists of three sections: Refuse Collection, Refuse Disposal (which includes Landfill Engineering and Operations) and Recycling. Refuse collection, disposal and recycling revenues are generated from user fees charged to all residents and commercial/industrial users.

Information on Refuse Fund debt service obligations and schedules can be found in the Budget Summaries section under Outstanding Bonded Debt Service Requirements.

FUND SUMMARY

	EXPENDITURES 2013-14	BUDGET 2014-15	BUDGET 2015-16	CHANGE FROM PRIOR YEAR
Staff Years	55.247	55.247	56.247	
Revenues and Other Income	\$ 16,564,739	\$ 15,972,011	\$ 17,569,241	\$ 1,597,230
Salaries & Benefits	\$ 4,744,101	\$ 5,268,581	\$ 5,580,352	\$ 311,771
Materials, Supplies, Services	9,333,988	9,641,622	9,830,476	188,854
Capital Outlay	69,088	1,023,827	3,440,000	2,416,173
Capital Improvements	35,834	10,000		(10,000)
Contributions to Other Funds		255,039		(255,039)
TOTAL	\$ 14,183,011	\$ 16,199,069	\$ 18,850,828	\$ 2,651,759

FUND SUMMARY



Refuse Collection and Disposal Fund

Refuse Collection Section

498.PW31A



The Refuse Collection Section is responsible for servicing all single family residential units, 60 percent of the multi-family residential units in the City and 10% of all commercial/industrial customers in the City. Collection services include refuse, recyclables and greenwaste.

OBJECTIVES

- Maintain the City's high rate of solid waste diversion through the development and implementation of source reduction, recycling and greenwaste collection programs.
- Provide excellent customer service while safely removing and delivering refuse, greenwaste, recyclables and bulky items from customers to appropriate receiving facilities.
- Maintain accurate and retrievable records relating to refuse, greenwaste and recycling collection.

		BUDGET FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
STAFF YEARS		45.247	45.247	45.247	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 2,262,786	\$ 2,554,739	\$ 2,634,459	\$ 79,720
60006	Overtime Non-Safety	19,088	39,167	39,167	
60012	Fringe Benefits Non-Safety	616,718	672,025	631,050	(40,975)
60012.1008	Fringe Non-Safety - Retiree	312	25,501	25,399	(102)
60012.1509	Fringe Non-Safety - Pension	486,524	535,362	600,289	64,927
60012.1528	Fringe Non-Safety - Workers Comp	313,158	341,506	417,493	75,987
60015	Wellness Program	1,866			
60020	Projects Salaries	(17,104)			
60021	Project Salaries Overhead	(12,417)			
60023	Uniform & Tool Allowance	2,020			
60027	Taxes Non-Safety			38,200	38,200
60031	Payroll Adjustment	4,231			
		3,677,182	4,168,300	4,386,057	217,757
MATERIALS, SUPPLIES, SERVICES					
62135	Governmental Services	\$ 1,615	\$ 2,327	\$ 2,150	\$ (177)
62140	Special Services	857	14,000	11,300	(2,700)
62170	Private Contractual Services	335,478	276,511	276,511	
62220	Insurance	110,240	100,014	99,103	(911)
62230	BWP Billing Service	980,205	980,205	980,205	
62235	Services of Other Dept - Indirect	620,725	619,451	730,763	111,312
62240	Services of Other Dept - Direct	1,134,452	1,247,788	1,220,941	(26,847)
62300	Special Departmental Supplies	176,004	131,621	138,500	6,879
62310	Office Supplies	1,904	3,000	3,000	
62405	Uniforms & Tools	7,334	16,000	9,250	(6,750)
62415	Uncollectible Receivables	116,589			
62435	General Equip Maint and Repair		1,530	1,530	
62440	Office Equipment Maint and Repair	6,918	9,260	9,260	
62470	F533 Office Equipment Rentals		597	597	
62475	F532 Vehicle Equipment Rental	1,519,113	1,590,502	1,739,974	149,472
62485	F535 Comm Equip Rental	53,540	67,855	67,260	(595)
62496	F537 Computer Equip Rental	10,452	7,654	8,351	697
62700	Memberships and Dues	383	756	756	
62755	Training	2,452	5,159	5,159	
63000	Depreciation - Land	2,473		2,473	2,473
63010	Depreciation - Infrastructure	8,816	8,816	8,816	
63015	Depreciation - Machinery	54,703	54,703	4,559	(50,144)
63035	Depreciation - Vehicle	663,589	307,168	195,887	(111,281)
		5,807,842	5,444,917	5,516,345	71,428

Refuse Collection and Disposal Fund

Refuse Collection Section

498.PW31A



		BUDGET FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2014-15	CHANGE FROM PRIOR YEAR
CAPITAL OUTLAY					
15101	Vehicle Clearing	\$ 69,088	\$ 132,320	\$ 2,410,000	\$ 2,277,680
		69,088	132,320	2,410,000	2,277,680
CONTRIBUTIONS TO OTHER FUNDS					
85101.0531	Contribution to Fund 531		\$ 255,039		\$ (255,039)
			255,039		(255,039)
PROGRAM TOTAL		\$ 9,554,112	\$ 10,000,576	\$ 12,312,402	\$ 2,311,826

Refuse Collection and Disposal Fund

Refuse Disposal Section

498.PW31B



The Refuse Disposal Section operates the City's landfill in accordance with federal, state, county and local regulations and permits. Based on the present rate of disposal, the permitted landfill capacity is designed to last until the year 2053.

OBJECTIVES

- Maintain safe and adequate landfill operations.
- Compact and cover refuse each day with alternative daily cover (reusable tarps).
- Maintain all records, complete all reports and comply with permit conditions required by agencies that regulate the landfill.
- Maintain landscaping and irrigation improvements as required by the Conditional Use Permit and the Regional Water Quality Control Board.
- Expand landfill gas collection system in Landfill No. 3 and operate and maintain the landfill gas collection system.
- Provide landfill gas emissions monitoring, testing, analysis and reporting.
- Provide groundwater and surface water quality monitoring, including sampling, analysis and reporting.
- Operate the City's greenwaste transfer site at the landfill.

		BUDGET FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
STAFF YEARS		5.000	5.000	5.000	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 327,117	\$ 345,791	\$ 344,731	\$ (1,060)
60006	Overtime Non-Safety	14,373	19,977	19,977	
60012	Fringe Benefits Non-Safety	54,206	79,776	73,735	(6,041)
60012.1008	Fringe Non-Safety - Retiree	104	2,500	2,490	(10)
60012.1509	Fringe Non-Safety - Pension	71,124	72,459	79,112	6,653
60012.1528	Fringe Non-Safety - Workers Comp	38,135	41,650	49,990	8,340
60015	Wellness Program	360			
60020	Projects Salaries	31,987			
60021	Project Salaries Overhead	19,385			
60027	Taxes Non-Safety			4,999	4,999
		556,791	562,153	575,034	12,881

Refuse Collection and Disposal Fund

Refuse Disposal Section

498.PW31B



		BUDGET FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
MATERIALS, SUPPLIES, SERVICES					
62000	Utilities	\$ 77,221	\$ 85,000	\$ 85,000	
62135	Governmental Services	126,624	125,000	125,000	
62140	Special Services	533	3,000	2,450	(550)
62170	Private Contractual Services	547,178	770,000	765,000	(5,000)
62235	Services of Other Dept - Indirect	187,332	188,287	224,220	35,933
62300	Special Departmental Supplies	13,470	15,000	15,000	
62405	Uniforms & Tools	1,126	2,000	1,700	(300)
62440	Office Equipment Maint and Repair				
62475	F532 Vehicle Equipment Rental	506,371	530,167	579,991	49,824
62496	F537 Computer Equip Rental	1,448	1,454	1,453	(1)
62700	Memberships and Dues	225	800	650	(150)
62710	Travel	624	2,000	1,550	(450)
62755	Training	2,882	3,000	3,000	
62820	Bond Interest and Redemption	172,175	157,800	138,575	(19,225)
62825	Bond Issuance Costs	(106,493)			
62830	Bank Service Charges	2,000			
62830.1000	Credit Card Merchant Fees	510	3,600	3,600	
62920	Trust Fund Set Aside	507,307	575,000	575,000	
63000	Depreciation - Land	76,547	74,101	74,101	
63010	Depreciation - Infrastructure	11,885	11,885	11,885	
63035	Depreciation - Vehicle	148,874	52,126	43,331	(8,795)
		2,277,839	2,600,220	2,651,506	51,286
CAPITAL OUTLAY					
15101	Vehicle Clearing		\$ 891,507	\$ 1,000,000	\$ 108,493
			891,507	1,000,000	108,493
CAPITAL IMPROVEMENTS					
15022.21301	Landfill Scale House Roof Repl.		\$ 10,000		\$ (10,000)
			10,000		(10,000)
PROGRAM TOTAL		\$ 2,834,630	\$ 4,063,880	\$ 4,226,540	\$ 162,660

Refuse Collection and Disposal

Recycling Section

498.PW31C



The Recycling Section activities include the curbside collection of recyclables for single-family residential, a portion of multi-family residential and commercial recycling collection. This section also provides public education and outreach on numerous environmental issues, operating several other recycling programs such as used oil recycling, e-waste recycling, battery and fluorescent bulb diversion, and composting. The operation to process recyclables at the Recycle Center is conducted by a private contractor and administered by the Street and Sanitation Division, while in-house City staff conducts the public outreach and administers the other recycling programs.

OBJECTIVES

- Continue the Source Reduction and Recycling Element, as required by the California Integrated Waste Management Act of 1989. Work with the business community to assist them in developing recycling and source reduction plans as mandated by AB 341.
- Continue a comprehensive public awareness program to inform residents about recycling of solid waste and household hazardous waste.
- Operate the Learning Center area with "hands on" exhibits and displays at the Recycle Center. Increase recycling goals to reduce the waste deposited in the landfill by targeting businesses to raise the overall level of business recycling.

CHANGES FROM PRIOR YEAR

Due to an increase in volume of universal waste at the Recycle Center, the Salaries and Benefits budget has been increased for Fiscal Year 2015-2016 with the addition of a Utility Worker position.

		BUDGET FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
STAFF YEARS		5.000	5.000	6.000	1.000
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 346,052	\$ 367,797	\$ 409,141	\$ 41,344
60006	Overtime Non-Safety	3,877	4,000	4,000	
60012	Fringe Benefits Non-Safety	73,628	81,648	88,514	6,866
60012.1008	Fringe Non-Safety - Retiree	313	2,500	2,988	488
60012.1509	Fringe Non-Safety - Pension	77,200	70,023	87,341	17,318
60012.1528	Fringe Non-Safety - Workers Comp	19,269	12,160	21,344	9,184
60020	Projects Salaries	(6,407)			
60021	Project Salaries Overhead	(3,934)			
60027	Taxes Non-Safety			5,933	5,933
60031	Payroll Adjustment	130			
		510,128	538,128	619,261	81,133

Refuse Collection and Disposal

Recycling Section

498.PW31C



		BUDGET FY 2013-14	BUDGET FY 2014-15	BUDGET FY 2015-16	CHANGE FROM PRIOR YEAR
MATERIALS, SUPPLIES, SERVICES					
62170	Private Contractual Services	\$ 472,828	\$ 1,140,000	\$ 1,130,000	\$ (10,000)
62170.17535	DOC City/County FY 07-08	4,766			
62170.18407	DOC City/County FY 08-09	2,834			
62170.18408	Pop Up Repairs at Recycle Center	10,273	20,000	17,550	(2,450)
62170.20492	City/County Funds	1,497			
62170.20681	Organic Diversion Project	236,694			
62170.20682	Transfer Contingency	118,035			
62170.21024	Used Oil Program Cycle 3	24,724			
62170.21253	City/County Bottle Can Program		30,500	30,500	
62170.21662	Used Oil Program OPP 5			29,313	29,313
62170.21730	City/County Bev Cont 14-15			28,000	28,000
62170.21732	Curbside Supplemental Program 2014			26,500	26,500
62235	Services of Other Dept - Indirect	295,094	277,373	283,088	5,715
62300	Special Departmental Supplies	19,100	55,800	51,250	(4,550)
62310	Office Supplies	27,102	26,300	26,300	
62405	Uniforms & Tools	258	500	500	
62420	Books & Periodicals		600	450	(150)
62440	Office Equipment Maint and Repair	800	800	800	
62475	F532 Vehicle Equipment Rental		1,777		(1,777)
62485	F535 Comm Equip Rental	9,692	9,619	9,589	(30)
62496	F537 Computer Equip Rental	4,813	5,655	6,300	645
62700	Memberships and Dues	6,370	6,500	6,500	
62710	Travel		2,160	2,160	
62755	Training	2,166	2,000	2,000	
62895	Miscellaneous	3,087	8,050	6,550	(1,500)
63005	Depreciation - Building	5,275	8,851	5,275	(3,576)
63015	Depreciation - Machinery	843			
63035	Depreciation - Vehicle	2,056			
		1,248,307	1,596,485	1,662,625	66,140
CAPITAL OUTLAY					
15101	Vehicle Clearing			\$ 30,000	\$ 30,000
				30,000	30,000
CAPITAL IMPROVEMENTS					
15022.16679	Recycle Warehouse Ventilation	\$ (43,270)			
15022.19618	Recycle Center Roof Replacement	(5,632)			
15022.21300	Recycle Center Warehouse Improv	84,736			
		35,834			
PROGRAM TOTAL		\$ 1,794,269	\$ 2,134,613	\$ 2,311,886	\$ 177,273

Refuse Collection and Disposal

Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS 2013-14	STAFF YEARS 2014-15	STAFF YEARS 2015-16	CHANGE FROM PRIOR YEAR
Administrative Officer	0.190	0.190	0.190	
Asst PW Director - Street & Sanitation	0.350	0.350	0.350	
Cement Finisher	0.050	0.050	0.050	
Fleet Maintenance Technician	2.000	2.000	2.000	
Fleet Maintenance Technician	1.142	1.142	1.142	
Fleet Services Supervisor	0.300	0.300	0.300	
Fleet Superintendent	0.150	0.150	0.150	
Heavy Equipment Driver	0.300	0.300	0.300	
Heavy Equipment Operator	2.000	2.000	2.000	
Heavy Equipment Operator	0.300	0.300	0.300	
Intermediate Clerk	2.000	2.000	2.000	
Landfill Leadworker	1.000	1.000	1.000	
Landfill Supervisor	1.000	1.000	1.000	
Public Works Journeyman	0.100	0.100	0.100	
Public Works Supervisor	1.000	1.000	1.000	
Public Works Supervisor	0.050	0.050	0.050	
Recycling Coordinator	1.000	1.000	1.000	
Recycling Specialist	1.000	1.000	1.000	
Senior Administrative Analyst	1.000	1.000	1.000	
Senior Clerk	3.000	3.000	3.000	
Senior Fleet Maintenance Technician	1.000	1.000	1.000	
Senior Secretary	1.000	1.000	1.000	
Skilled Worker	0.500	0.500	0.500	
Solid Waste Leadworker	1.000	1.000	1.000	
Solid Waste Supervisor	2.000	2.000	2.000	
Solid Waste Truck Operator	24.000	24.000	24.000	
Solid Waste Truck Operator	1.743	1.743	1.743	
Solid Waste Utility Worker	2.000	2.000	2.000	
Street Maintenance Leadworker	0.050	0.050	0.050	
Tire Maintenance Worker	0.319	0.319	0.319	
Utility Worker	3.000	3.000	4.000	1.000
Welder	0.203	0.203	0.203	
Work Trainee I	0.500	0.500	0.500	
TOTAL STAFF YEARS	55.247	55.247	56.247	1.000

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